

**General Purposes and Arbitration  
Committee**

**Monday, 19 March 2018 at 6.00 pm  
in Committee Room 2,  
at the Sandwell Council House, Oldbury**

**Agenda**

(Open to Public and Press)

1. Apologies for absence.
2. Members to declare any interest in matters to be discussed at the meeting.
3. To confirm the minutes of the meeting held on 26 February 2018 as a correct record.

**Matter Not Delegated to the Committee**

4. Polling Stations Report.
5. Mayoral Nominations.

**J Britton**  
**Chief Executive**

Sandwell Council House  
Freeth Street  
Oldbury  
West Midlands

**Distribution:**

Councillor Dhallu (Chair);  
Councillor P Davies (Vice-Chair);  
Councillors Allen, S Crumpton, S Hosell, Melia and Rouf.

<p><b>Agenda prepared by Rebecca Hill</b> <b>Democratic Services Unit</b> <b>Tel No: 0121 569 3834</b> <b>E-mail: Rebecca_hill@sandwell.gov.uk</b></p>
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**Minutes of the General Purposes and Arbitration Committee**

**26 February, 2018 at 6.00 pm  
at the Sandwell Council House, Oldbury**

**Present:** Councillor Dhallu (Chair);  
Councillors Allen, P. Davies and Melia

**Apologies:** Councillor S Crumpton and S Hosell.

**In attendance:** Mr S (Appellant);  
Mr S (Appellants Son);  
Andrew Langford (Housing Service Manager);  
Stuart Hall (Senior Urban Renewal Officer);  
Annette Hall (Occupational Therapist).

1/18

**Minutes**

**Resolved** that the minutes of the meeting held on 20 November 2017, were confirmed as a correct record, with the addition that apologies were received from Councillor Allen.

**Matter delegated to the Committee**

2/18

**Appeal against the decision of the Adaptations Panel**

The Committee considered an appeal by Mr S, against the decision of the Disabled Facilities Grant Adaptations Panel.

The appeal was on the grounds that Mr S had been assessed as needing a step lift to allow him access to his home, a vertical lift to allow him access the first floor of his home and a level access shower facility.

An offer to rehouse Mr S to a suitably sized, level access property had been made. Mr S declined the offer on the basis that he preferred to stay in the home that he had lived in for many years.

[IL0: UNCLASSIFIED]

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Subsequently, Mr S had requested a reduced scheme of adaptations, which consisted of the bathroom adaptations only. This request was rejected by the Disabled Facilities Grant Adaptations Panel following advice from the Occupational Therapist that adapting the bathroom alone would not meet the needs of Mr S.

In reaching its decision, the Committee considered the report of the Executive Director – Adult Social Care, Health and Wellbeing and the appellant's written and verbal submissions.

The Committee further considered the cost implication of the adaptation, and that it would exceed the Disabled Facilities Grant limit of £25,000 and that it was neither reasonable nor practicable to make the adaptation.

**Resolved**


- (1) that the decision of the Disabled Facilities Grant Adaptations Panel, to not award Mr S a Disabled Facilities Grant under the Housing Grants, Construction and Regeneration Act 1996, to provide a step lift to allow him access to his home, a vertical lift to allow him access the first floor of his home and a level access shower facility, be upheld;
- (2) that the Housing Service Manager be requested to liaise closely with Mr S to ensure a more suitable property is found to meet his needs in a timely manner.

(Meeting ended at 7.05pm)

Contact Officer: Rebecca Hill Democratic Services Unit 0121 569 3834
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## General Purposes and Arbitration Committee

**19 March 2018**

<b>Subject:</b>	Polling Stations Report
<b>Director:</b>	Director - Monitoring Officer - Surjit Tour
<b>Contribution towards Vision 2030:</b>	
<b>Contact Officer(s):</b>	Tracey Hurst. Electoral Services Manager. <a href="mailto:tracey_hurst@sandwell.gov.uk">tracey_hurst@sandwell.gov.uk</a>

### **DECISION RECOMMENDATIONS**

#### **The Committee:**

1. To endorse the existing provision of the 154 Polling Stations as outlined in appendix 1 for the Local Elections taking place on the 3 May 2018.
2. For a statutory review of UK parliamentary polling districts and polling places be undertaken by the Director – Monitoring Officer in the next municipal year between 1 October 2018 and 31 January 2020 (inclusive).
3. A further report outlining the findings and recommendations of the review be presented to the committee as soon as possible thereafter.

## **1 PURPOSE OF THE REPORT**

- 1.1 To confirm the current proposals for polling stations for the local elections 2018 as outlined in Appendix 1 to this report.
- 1.2 To inform the committee of the need to carry out a statutory review of existing polling stations; and seek authority to undertake that review.

## **2 IMPLICATIONS FOR SANDWELL'S VISION**

- 2.1 An effective polling district and polling place scheme supports Sandwell Councils Vision 2030, Ambition 10.

Ambition 10.

Sandwell now has a national reputation for getting things done, where all local partners are focused on what really matters in people's lives and communities.

## **3 BACKGROUND AND MAIN CONSIDERATIONS**

- 3.1 The committee is requested to endorse the use of the existing provision of polling stations as appended to this report for the Local Elections, 3 May 2018.
- 3.2 Section 18B of the Representation of the People Act 1983 (RPA 1983) sets out that the each local authority must designate the polling places for the polling districts in its area.
- 3.3 Paragraph 25 of Schedule 1 of the RPA 1983 states that the Returning Officer must provide a sufficient number of polling stations, shall allocate electors to those polling stations, and those polling stations shall be in the polling place for that district.

At least once every four years a review of all polling districts and polling places is required to be carried out in accordance to the legislative requirements as detailed below.

- 3.5 Section 18C(1) of the RPA 1983 sets out that local authorities must carry out and complete a review of polling districts and polling places in the period specified by section 18C(2)(a) of the RPA 1983. This means that all local authorities must review their

UK Parliamentary polling districts and polling places at least once every four years.

- 3.6 The next statutory review must be started and completed between 1 October 2018 and 31 January 2020 (inclusive).
- 3.7 An outline of the process is set out at Appendix 2 to this report.
- 3.8 A detailed assessment of the suitability of both existing and proposed alternative polling stations will be undertaken, which will assess each station against a defined criteria/yardstick.
- 3.9 The findings of the review will be analysed and presented to the committee for consideration, along with appropriate recommendations.

#### **4 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)**

- 4.1 As part of the statutory polling district and polling place review consultations will take place between all of the relevant stakeholders in relation to the existing provision of polling stations as detailed in appendix 1 and in relation to any alternative proposals.

#### **5 ALTERNATIVE OPTIONS**

- 5.1 As part of the formal polling place review alternative options to the existing provision of polling stations will be considered, a final report will be presented to this committee for approval in the new municipal year.

#### **6 STRATEGIC RESOURCE IMPLICATIONS**

- 6.1 The use of polling stations is already included within the existing budgetary provision for the conduct of local elections and as such no financial implications are outlined in this report.

#### **7 LEGAL AND GOVERNANCE CONSIDERATIONS**

- 7.1 The legal implications are set out in the main body of this report.

## **8 EQUALITY IMPACT ASSESSMENT**

- 8.1 As part of the formal review that will take place when assessing the location of polling places, accessibility issues will be investigated to ensure that proposed polling stations have access to voters with disabilities.

## **9 DATA PROTECTION IMPACT ASSESSMENT**

- 9.1 The new General Data Protection Regulations (GDPR) will be in force when the polling districts and polling places review commences.
- 9.2 Officers will ensure that regulations are considered and included in the review to ensure compliance with regards to the use of personal data.

## **10 CRIME AND DISORDER AND RISK ASSESSMENT**

- 10.1 As part of the formal review risk assessments will be carried out on all existing and proposed stations prior to any recommendations.

## **11 SUSTAINABILITY OF PROPOSALS**

- 11.1 The review will consider the long-term availability of polling stations and places to ensure there is stability and certainty for voters so far as reasonably possible.

## **12 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)**

- 13.1 Ensuring that the council elections arrangements are effectively managed helps ensure the electorate has confidence in and has the opportunity to engage in the democratic function.

## **13 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND**

- 13.1 A number of council premises are used as polling stations which has an impact on the use of those premises for normal/usual business. Mitigating measures are taken where possible to minimise any disruption.



## **14 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

- 14.1 This report provides details of the polling stations to be used for the Local Elections taking place on 3 May 2018.
- 14.2 This report also provides details of the planned formal review of polling districts and polling places pursuant to Section 18C(1) of the RPA 1983.
- 14.3 The review will be carried out between 1 October 2018 and must be completed by 31 January 2020.
- 14.4 A subsequent report outlining the findings and recommendations as a result of the review will be returned for approval by this committee.

## **15 BACKGROUND PAPERS**

- 15.1 Not applicable

## **16 APPENDICES:**

Appendix 1 - Schedule of polling stations for use at the Local Election 3 May 2018.

Appendix 2 - Formal review process (Schedule A1 steps)

**Surjit Tour**  
**Director – Monitoring Officer**  
**Appendix 1**

## Schedule of Polling Stations Local Elections 3 May 2018

<b>PS No</b>	<b>Polling District(s)</b>	<b>Polling Station</b>
1	ABA	St Hilda`s Church Hall, Abbey Road
2	ABB	Abbey Infant School, Nursery Building, Maurice Road
3	ABC	Thimblemill Library, Thimblemill Road, Smethwick
4	ABD	Bearwood Primary School, Ethel Street
5	ABE	St Mary's Hall, St. Mary's Road, Smethwick
6	ABF	St Gregory's R.C. Primary School, Park Road & Wigorn Road Entrances
7	ABG	The Pavilion, Warley Woods Community Trust, 101 Lightwoods Hill
8	BLA	Blackheath Central Methodist Church, entrance from John Street
9	BLB	Rowley Regis Disability Centre, Rowley Village
10	BLC	Community Lounge, St. Giles Court, Reservoir Road
11	BLD	The Parish of The English Martyrs, 297 Oldbury Road
12	BLE	Blackheath Primary School, (Assembly Hall), Britannia Road
13	BLF, BLG	Highfields Primary School, Beeches Road
14	BLH	Blackheath Central Methodist Church, entrance from John Street
15	BRA	Langley Swimming Centre, Vicarage Road, Oldbury
16	BRB, BRC	Baptist Church Hall, Bristnall Hall Road, Oldbury
17	BRD, BRH	Our Lady & St Hubert's R C Primary School, Moat Road
18	BRE	Community Hall, Hurst Road, Smethwick
19	BRF	George Road Community Church, George Road, Oldbury
20	BRG	Barlow Homes Community Centre, Pound Road, Oldbury
21	CHA	Connor Education Centre, Connor Road
22	CHA, CHF	Connor Education Centre, Connor Road
23	CHB, CHC	Church of St. Mary Magdalene, Beaconview Road
24	CHD	Great Barr Hotel, Festival Suite, Pear Tree Drive
25	CHE	Grove Vale Primary School, Monksfield Avenue
26	CHG	West Bromwich Community Centre, Gayton Road
27	CRA	Temporary Hut, Mary MacArthur Memorial Gardens
28	CRB, CRC	Corngreaves Primary School, Plant Street
29	CRD, CRE	Holy Trinity Church, Halesowen Road, Cradley Heath
30	CRF	Temple Meadow Primary School, Clifton Street
31	CRG	Haden Hill Leisure Centre, Barrs Road
32	CRH	Timbertree Primary, Early Years, Valley Road
33	FPA	Woods Methodist Church, Coronation Road, Wednesbury
34	FPA	Woods Methodist Church, Coronation Road, Wednesbury

35	FPB	Priory Primary School, Dorsett Road, Opp. School Road
36	FPB	Priory Primary School, Dorsett Road, Opp. School Road
37	FPC	Tameside Primary School, Entrance From, Price Road
38	FPD	Mesty Croft Academy, St. Luke`s Road
39	GYA	Yew Tree & Tame Bridge Community Centre, Redwood Road
40	GYA	Yew Tree & Tame Bridge Community Centre, Redwood Road
41	GYB	Q3 Academy, Community Entrance, Wilderness Lane
42	GYC	Great Barr War Memorial Hall, Corner of Chapel Lane &, Birmingham Road
43	GYD, GYE	Great Barr Library, (car park entrance Readers Walk), Birmingham Road
44	GYF	Holy Name R.C. Parish Centre, Birmingham Road, Great Barr
45	GYG	Temporary Hut 1, Woodruff Way, Walsall
46	GYG	Temporary Hut 2, Woodruff Way, Walsall
47	GBA	Jubilee Park Community Centre, Jubilee Park, Powis Avenue
48	GBA	Jubilee Park Community Centre, Jubilee Park, Powis Avenue
49	GBB	Great Bridge Primary School, (Community Room), Mount Street
50	GBC	Great Bridge Library & Children's Centre, Sheepwash Lane, Tipton
51	GBD	New Testament Church of God, Horseley Heath
52	GGA	Ryders Green Primary School, Claypit Lane
53	GGB	Hanbury Primary School, (Former Guns Village Primary), Hanbury Road
54	GGC	Lodge Road Community Centre, Lodge Road
55	GGD, GGE	Lyng Primary School, Horton Street, West Bromwich
56	GGF	Hanbury Primary School, (Former Guns Village Primary), Hanbury Road
57	GGG	Farley Park Lodge Community Centre, Whitehall Road
58	HHA	St John Bosco School, Monmouth Drive, West Bromwich
59	HHB	Moorlands Methodist Church Hall, (Cornerstone Fellowship), Hydes Road
60	HHC	Holy Cross R.C. Church Hall, Hall Green Road
61	HHD	Hall Green Primary School, Westminster Road
62	HHE	Sandwell Community School, West Bromwich Campus, Former Bridge Centre
63	HHF	West Bromwich Community Centre, Gayton Road
64	HHG	Hargate Primary School, Tantany Lane/Law Street Entrance
65	HHH	Hateley Heath Primary School, Huntingdon Road
66	LAA	St James' C E Primary School, Shelsley Avenue
67	LAB, LAG	Temporary Hut, York Road
68	LAC	Langley Lodge Community Centre, Langley High Street
69	LAD	Zion United Reformed Church Hall, Langley Green Road
70	LAE	Brandhall Golf Club (Coffee Shop), Heron Road
71	LAF	Causeway Green Primary School, Penncricket Lane
72	NEA	St Bernard's Church, Broome Avenue, Great Barr
73	NEB	Temporary Hut, Meadowside Close, Great Barr
74	NEC	Ferndale Primary School, Ferndale Avenue
75	NED	Community Room Hamstead House, Coniston Crescent
76	NEE	Tanhouse Community Centre, Hamstead Road

77	OLA	Methodist Centre Dudley Port, Entrance From Tivdale Street
78	OLB	Tipton Road Methodist Church, Tipton Road
79	OLC	The Meadows Sports College, Dudley Road East
80	OLD	Christchurch C of E Church, Birmingham Street
81	OLE	Rounds Green Primary School, Brades Road
82	OLF	Tivdale Community Primary School, Dudley Road West
83	OWA	Brandhall Primary School, Brennand Road, Oldbury
84	OWB, OWC	Lightwoods Primary School, (Peter Wells Community Hall), Wolverhampton Road Site
85	OWD	Warley Baptist Church, Castle Road East, Oldbury
86	OWE,OWF	Brandhall Library, Tame Road, Oldbury
87	OWG, OWH	Perryfields Maths & Computing College, Oldacre Road
88	PEA	William Perry Boxing Club, High Street
89	PEB	Wednesbury Oak Academy, Greenacre Road
90	PEC	St Mark's Church Hall, Ocker Hill Road
91	PED	Glebefields Primary School, Sandgate Road
92	PEE	Glebefields Library, St. Mark`s Road, Tipton
93	PEF, PEG	St John the Evangelist Church Hall, Upper Church Lane
94	ROA	Rowley Regis Sure Start Centre, Dudley Road
95	ROB	Rowley Regis Sure Start Centre, Dudley Road
96	ROC	Rowley Hall Primary School, Windsor Road
97	ROD	Temporary Hut, Blue Stone Walk/, Portway Hill
98	ROE	Rowley Regis Disability Centre, Rowley Village
99	ROF	Brickhouse Primary School, Dudhill Road
100	ROG	St James' W.R. Church, Wesleyan Centre, Highgate Street
101	SMA, SMB	Temporary Hut, Car Park at, Londonderry Lane Playing Fields
102	SMC	Smethwick Fire Station, Entrance Green Street, Smethwick
103	SMD	Holy Trinity Church, Church Hill Street
104	SME, SMG	Akrill Memorial Methodist Church, The Uplands, Entrance from Taylors Lane
105	SMF	Dorothy Parkes Centre, Church Road
106	SMH	St Mark's Church, Junction of Hales Lane/, Thimblemill Road
107	SVA	Smethwick Baptist Church, Regent Street
108	SVB	Windmill Community Centre, Messenger Road, Smethwick
109	SVC	Community Action Project, Windmill Lane
110	SVD	Ron Davis Family Educ., & Training Centre, Ballot Street
111	SVE	Cape Primary School, Durban Road, Smethwick
112	SVF	Shireland Hall Primary Academy, Montague Road
113	SVG	Hadley Park Stadium, Entrance Waterloo Road, Smethwick
114	SVH	Smethwick Heritage Centre, Victoria Park Lodge, High Street
115	SPA	St Johns Community Centre, St Johns Church, St Johns Road
116	SPB	Rood End Primary School, Rood End Road
117	SPC	Galton Village Play Centre, 25 Woodland Drive
118	SPD	North Smethwick Resource Centre, Cambridge Road

119	SPE	Galton Valley Primary School, Brasshouse Lane
120	SPF	West Smethwick Methodist Church Parlour, Holly Lane
121	SPG	St Alban's Community Centre, St Alban's Road
122	SPG	St Alban's Community Centre, St Alban's Road
123	TGA	Grace Community Church, Newhall Street, Tipton
124	TGB	The Nursery, St Paul's Academy, Robert Road
125	TGC	Multi Agency Centre, St. Martin`s Primary School, Lower Church Lane
126	TGD	Church of Sacred Heart & Holy Souls, (Church Hall), 31 Victoria Road
127	TGE	Silvertrees Academy, Silvertrees Road, Tipton
128	TGF	Church Hall Rear of St. Matthew`s Church, Dudley Road
129	TIA	Oakham Primary School, Darby`s Hill Road, Tividale
130	TIB	Tividale Hall Primary School, Regent Road
131	TIB	Tividale Hall Primary School, Regent Road
132	TIC	Oakham Library, Poplar Rise
133	TID	Grace Mary Primary School, School Hall, Hawfield Road
134	TIE	Residents Lounge Darley House, (Rear Entrance), Wallace Close
135	WNA	Temporary Hut , Cemetery, Beebee Road
136	WNB	Albert Pritchard Infant School, Coleman Road & Crew, Road Entrances
137	WNC	St Bartholomew's Church Hall, Church Hill
138	WND	Wood Green Junior School, Hobs Road
139	WND	Wood Green Junior School, Hobs Road
140	WNE	Holyhead Primary Academy , Holyhead Road
141	WSA, WSB	Leabrook Methodist Church Hall, (entrance via Bannister Road), Leabrook Road North
142	WSC	Wesley Centre, Central Methodist Church, Springhead
143	WSD	Moorlands Primary School, Winchester Road
144	WSE	Hill Top Methodist Church, New Street, Hill Top
145	WSE, WSF	Hill Top Methodist Church, New Street, Hill Top
146	WSG	Harvills Hawthorn Primary School, Wolseley Road, West Bromwich
147	WBA	Hallam Street Methodist Church, Community Room, Lewisham Street
148	WBB	The Park Inn Hotel, Birmingham Road, (Access Europa Avenue)
149	WBC	Holy Trinity Church Hall, Mary Road
150	WBD	Kenrick Park Community Centre, Rear Entrance, 70 Glover Street
151	WBE	West Bromwich African Caribbean Resource Centre, Thomas Street, West Bromwich
152	WBF	St Philips Church, Beeches Road, West Bromwich
153	WBG	West Bromwich Town Hall, Committee Room A, Entrance From Lodge Rd
154	WBH	Greets Green Access Centre, Tildasley Street

## **Appendix 2**

### **Formal review process (Schedule A1 steps)**

#### **When carrying out the review, local authorities must:**


publish a notice of the holding of a review consult the (Acting) Returning Officer for every parliamentary constituency which is wholly or partly in its area publish all representations made by an (Acting) Returning Officer within 30 days of receipt by posting a copy of them at the local authority's office and in at least one conspicuous place in their area and, if the authority maintains a website, by placing a copy on the authority's website seek representations from such persons as it thinks have particular expertise in relation to access to premises or facilities for persons who have different forms of disability. Such persons must have an opportunity to make representations and to comment on the representations made by the (Acting) Returning Officer(s).

On completion of a review, give reasons for its decisions and publish:

- a. all correspondence sent to an (Acting) Returning Officer in connection with the review
- b. all correspondence sent to any person whom the authority thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability
- c. all representations made by any person in connection with the review
- d. the minutes of any meeting held by the council to consider any revision to the designation of polling districts or polling places within its area as a result of the review
- e. details of the designation of polling districts and polling places within the local authority area as a result of the review

## General Purposes and Arbitration Committee

19 March 2018

<b>Subject:</b>	Nominations for the Offices of Mayor and Deputy Mayor of Sandwell for the 2018/2019 Municipal Year
<b>Director:</b>	Director - Monitoring Officer - Surjit Tour
<b>Contribution towards Vision 2030:</b>	
<b>Contact Officer(s):</b>	Trisha Newton Principal Democratic Services Officer Trisha_newton@sandwell.gov.uk

### **DECISION RECOMMENDATIONS**

#### **That the Committee:**

1. make a recommendation to the Council in respect of nominations for the office of the Mayor and Deputy Mayor of Sandwell for the Municipal Year 2018/2019.

## **1 PURPOSE OF THE REPORT**

- 1.1 The Committee is invited to consider the nomination of persons to the offices of the Mayor and the Deputy Mayor of Sandwell for the Municipal Year 2018/2019.
- 1.2 The Council, at its meeting on 8 January 2013, approved the process for the selection of Mayor based on the following criteria:-
  - nominees shall be serving members of Sandwell Council who have not previously served as Mayor;
  - nominees shall have given notable service to the Borough of Sandwell as a councillor and/or within the local community;
  - each nomination shall be submitted by a serving member of the Council supported by five other serving members of the Council, regardless of political party.

1.3 All members of the Council have been invited to submit nominations for the office of Mayor and one valid nomination has been received in respect of Councillor Edis.

1.4 The nomination for the office of Deputy Mayor will be reported at the meeting.

## **2 IMPLICATIONS FOR SANDWELL'S VISION**

2.1 As the first citizen of Sandwell, the Mayor and his or her Deputy are ambassadors of the Council, thus promoting and thereby contributing to all of the Council's ambitions.

## **3 STRATEGIC RESOURCE IMPLICATIONS**

3.1 The Council makes financial provision annually to enable the functions of the Mayoralty to be undertaken. Staff support is provided by the Mayor's Office.

## **4 LEGAL AND GOVERNANCE CONSIDERATIONS**

4.1 The Council is legally required to appoint a ceremonial Mayor and Deputy Mayor for the 2018/19 municipal year.

4.2 The General Purposes and Arbitration Committee has the responsibility under its terms of reference to make recommendations to the Council on nominations for the Ceremonial Mayor of the Council.

4.3 The role and responsibilities of the Mayor are contained within Article 5 of the Council's Constitution.

**Surjit Tour**  
**Director – Monitoring Officer**